

Approved June 9, 2016

**Town Meeting Coordinating Committee
Minutes for April 7, 2016, 3:00 – 5:00 pm
Bangs Center, Room 101**

Present: Peggy Roberts, Mary Streeter, Alan Powell, Chris Riddle, Melissa Perot, Barbara Ford, Select Board Liaison Jim Wald.

Peggy Roberts called the meeting to order at 3:10 PM.

1. **Public Comment:** None
2. **Electronic Voting:** Alan reported that the electronic voting committee tested the clickers and they worked well. Sean from IT will be at the Town Meeting. The Town Clerk will arrange for the distribution of the clickers. Each TM member will receive a number. The second packet will probably have instructions. Large posters will remind people to return the clickers. Chris said the committee hopes TMCC will help, and Peggy will contact the Town Clerk to see what is needed. Tellers will not be needed. Not clear yet is how the clickers will be collected as TM members leave.
3. **Warrant Review:** We reviewed the draft agenda for the Warrant Review on April 12th. Presenters need to provide electronic maps where relevant and to send them to Alan by noon on Sunday to make sure the maps work. Mary said she will need more time to present the CPA articles. At the meeting Pat will hand out the microphone, and Melissa will hand out and collect the evaluation forms. We should arrive by 6:40 PM. Chris thanked Peggy for all her hard work on this event. Melissa brought up the issue of the increase in petition articles, an issue perhaps to refer to the Charter Commission.
4. **Zoning Information Forum:** Christine Brestrup will speak and two Planning Board members will be present. Chris Brestrup will print 75 more copies of the Zoning Primer including a new zoning map. Peggy will send announcements to the Gazette, Bulletin, and Springfield Republican.
5. **Precinct Meetings:** Information about the precinct meetings will be in the newspapers and on Amherst Media as well as in the TM packet. Hosts will need handouts, including maps, photos, attendance sheets, and evaluation forms, and will have to pass them along to the next meeting's hosts. Melissa said we should make an effort to get more people to attend.
6. **Bus Tour:** Pat reported on the UMass bus we will have and will make sure the driver knows how to work the wheelchair platform. Mary said the bus should get there at 1:30. Jim Wald will come, and perhaps Hwei-Ling Greeney. Pat had a draft plan of the route and locations for the bus trip, and she and Alan will do a drive-around to test it.
7. **Contacting New Town Meeting Members:** Barbara, Melissa, Pat, Chris, and Mary will contact new TM members to alert them to TMCC vents.
8. **Orientation for New Town Meeting Members:** We still need a room at the Middle School.
9. **Materials for 2nd Packet:** We need a flyer to explain dependent care reimbursement, mentoring, and running for TMCC. The deadline is April 19.
10. **Town Website:** No time to discuss.

11. **Topics Not Anticipated 48 Hours Before Meeting:** None.
12. **Future Projects:** No time to discuss.
13. **Scheduling of Meetings:** Our next meetings will be on April 14th, at 3 PM.
14. **Minutes:** Reviewing of minutes was postponed.

The meeting adjourned at 5:15 PM.

Minutes submitted by Patricia Holland, Clerk.

Documents Distributed:

Agenda

Draft Minutes, March 31, 2016 meeting

List of Spring 2016 Annual Town Meeting Articles

Flyer, Warrant Review, Bus Tour, Orientation

Flyer, Preparing for Spring 2016 Annual Town Meeting

Draft of TMCC/LWV Warrant Review Agenda

Draft of Bus Tour Stops by Chris Riddle

Draft of Geographical Order of Bus Trip by Pat Holland

Information on Precinct Meetings